

# COMPENSATION BOARD DOCKET #04/04 OCTOBER 21, 2003

## 304-04-04: SHERIFFS & REGIONAL JAILS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VIRGINIA BEACH CITY	SHERIFF	09-05-03 – OFFICER ASKS COMPENSATION BOARD TO REQUEST THAT THE DEPARTMENT OF CORRECTIONS CONDUCT A STAFFING STUDY.	-0-	Approved.
CHESAPEAKE CITY	SHERIFF	9/15/03 – SHERIFF OUTLINES ESTIMATED COSTS THAT WILL BE INCURRED IN THE TRIAL, TRANSFERRED FROM FAIRFAX, OF LEE BOYD MALVO. THE SHERIFF ESTIMATES THAT TRAINING FOR STAFF WILL RESULT IN OVERTIME COSTS OF \$58,223, TRIAL COSTS WILL RESULT IN OVERTIME COSTS OF \$357,157 AND COMPENSATORY HOURS COST OF \$77,055 FOR TOTAL ADDITIONAL COSTS OF \$492,435.	\$492,435	Compensation Board asks that detailed records be maintained of overtime hours worked by Compensation Board funded deputies. Compensation Board will review hours worked, duties performed, and compensatory/overtime leave balances for each Compensation Board funded deputy for whom overtime pay is requested. As the Compensation Board does not have funds available for overtime expenditures, it is unlikely that any additional funding will be available for any training or pre-trial activities. The Compensation Board will, however, consider any request the Sheriff wishes to make and base its decision on the availability of funds, the above mentioned criteria, and the Sheriff's efforts to secure assistance from other criminal justice agencies.
CAMPBELL COUNTY	SHERIFF	10/7/03 – OFFICER REQUESTS 4 MONTHS OF SALARY (SEPT – DEC 2003) FOR CHIEF DEPUTY POSITION #32 ( L10 @ 38917) BE TRANSFERRED TO TEMPORARY. THE CHIEF DEPUTY IS ACTING SHERIFF EFFECTIVE 9/1/03 AND HIS POSITION MUST REMAIN VANCANT UNTIL JANUARY 1, 2004. TOTAL TRANSFER AMOUNT IS \$ 12972.36.	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.

## 320-04-04: COMMONWEALTH'S ATTORNEYS

### NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

**NONE.**

## 732-04-04: TREASURERS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ISLE OF WIGHT COUNTY	TREASURER	<p>October 15, 2003 Due to the resignation of the Treasurer, the acting Officer requests additional Temporary Funds @ \$6,571.27, effective October 1, 2003 through January 2, 2004.</p> <p>This is based on pos. #3 DIV-G9 @ \$25,512.</p> <p>NOTE: Savings from the vacant DIV position, which must remain vacant until the new Treasurer takes office, is equivalent to the requested amount for FY03. 3 months funding (Oct. – Dec.), 2 days in January, when the newly elected officer is sworn in, would be \$6,571.27.</p>	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.

734-04-04: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NONE.				

## 321-04-04: CIRCUIT COURT CLERKS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESAPEAKE CITY	CIRCUIT CLERK	COURT	09-26-03 Officer has Delegation of Classification Authority.  Officer request to reduce the salary of vacant position #13 DCII-G8 at \$27,326 to DCII-G8 at \$23,909. Turnover funds generated at \$3,417.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.
AMHERST COUNTY	CIRCUIT CLERK	COURT	10-03-03 Officer requests to transfer Annual Vacant Funds from position #5 GOC-G5 @ \$9,441.75 to Temporary Funds for FY04.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.

## OTHER MATTERS

### NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #04/03	N/A	Approved.
2.	MONTHLY JAIL AUDIT ACTIVITY STATUS REPORT	COMPENSATION BOARD	Staff presents monthly Jail Audit Activity Status Report.	N/A	Noted.
3.	AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents the Audit Status Report.	N/A	Noted.
4.	TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents the Training Status Report.	N/A	Noted.
5.	LAWFUL EMPLOYMENT PRACTICES REPORT	COMPENSATION BOARD	Staff presents Lawful Employment Practices Report.	N/A	Noted.
6.	NOT STATUS	COMPENSATION BOARD	New Officer Training will be held December 8-11, 2003 at the Sheraton Park South in Richmond. The training information will be mailed to the newly elected Constitutional Officers on November 7, 2003. We are planning on 100 new officers this year. <b>Compensation Board Members are invited to lunch with the new officers at noon on Monday, December 8.</b>	N/A	Noted.
7.	FY 2003 FINES AND FEES REPORT	COMPENSATION BOARD	Staff presents final FY 2003 Fines and Fees Report for approval.	N/A	Approved.
8.	FY02 JAIL COST REPORT	COMPENSATION BOARD	Staff presents FY02 Jail Cost report for final approval.	N/A	Approved.

## OTHER MATTERS

### NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
9.	TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT CLERKS	COURT  Collections: FY04 YTD collections total \$2,396,535.16. FY03 Collections for a similar period of time totaled \$1,756,068.18. This represents a 36.47% increase in collections over last fiscal year.  Expenditures: Current YTD expenditures as of September 30,2003 total \$528,407.04. This represents 19% of budgeted TTF funds.  Projected: Based on YTD collections, \$9,586,140.64 will be collected in FY04. This would represent a 21.02% increase over last fiscal year.	N/A	Noted.
10.	TECHNOLOGY TRUST FUND ALLOCATION	COMPENSATION BOARD	Staff requests approval to allocate \$2,194,687 in TTF to Clerks, per their requests, contingent upon DPB approval of our FATS transaction.	\$2,194,687	The Compensation Board authorizes the Executive Secretary to notify the Clerks of budget increases contingent upon Department of Planning and Budget approval.

FOR YOUR INFORMATION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NONE.				



**CLOSED MEETING**  
**COMPENSATION BOARD DOCKET #04/04**  
**OCTOBER 21, 2003**

**NO CLOSED MEETING.**

1) **MOTION FOR “CLOSED MEETING” by Chairman Frank Drew. ( \_\_\_\_\_ seconded the motion).**

- ☐ Under the provisions of Section 2.1-344.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific ricers, appointees or employees.
- ☐ Under the provisions of Section 2.1-344.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to obtain consultation with legal counsel as to actual or “probable litigation” concerning

2) **Chairman Frank Drew: I move to return to open session. ( \_\_\_\_\_ seconded the motion).**

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion. The members must certify that they discussed: **only public business exempt from the Act,**

Frank Drew, Chairman	Yes _____	No _____
Walter J. Kucharski, Member	Yes _____	No _____
Kenneth W. Thorson, Member	Yes _____	No _____

**AND**

**only public business matters identified in the motion to convene the closed meeting.**

Frank Drew, Chairman	Yes _____	No _____
Walter J. Kucharski, Member	Yes _____	No _____
Kenneth W. Thorson, Member	Yes _____	No _____

**Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.**

H A N D C A R R Y  
COMPENSATION BOARD DOCKET #04/04  
OCTOBER 21, 2003

304-04-04: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

**NONE.**

320-04-04: COMMONWEALTH’S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
<b>NONE.</b>				

732-04-04: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
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**NONE.**

734-04-04: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
<b>NONE.</b>				

321-04-04: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PORTSMOUTH CITY	CIRCUIT CLERK	COURT	Officer submitted and was approved, on the August Docket, to transfer temporary funds at \$4008 to fund reclasses. After processing the CB10's the actual total transferred from Temp Funds is \$2954. Prorated at \$1792.67.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.

OTHER MATTERS

NEW BUSINESS:

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**NONE.**

FOR YOUR INFORMATION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
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**NONE.**